



CITY OF HEALDSBURG SENIOR CITIZENS ADVISORY COMMISSION REGULAR MEETING – AGENDA

Virtual Meeting – See Information Below

Meeting Date: February 23, 2022

Time: 4:00 P.M.

Phone: 707-431-3301

Date Posted: February 18, 2022

CORONAVIRUS (COVID-19) ADVISORY NOTICE

Consistent with Government Code section 54953(e), and in light of the declared state of emergency, the meeting will not be physically open to the public and all Senior Citizens Advisory Commission Members will be teleconferencing into the meeting via Zoom. To maximize public safety while still maintaining transparency and public access, members of the public can listen to the meeting by using the hyperlink below and may provide public comment by Zoom during the public comment period.

To Watch the Meeting:

To maximize public safety while maintaining transparency and public access, the Healdsburg Senior Citizens Advisory Commission will be using Zoom Webinar service to allow remote participation. Members of the public who only wish to watch the meeting live or recorded can do so by using the link <http://healdsburgca.igm2.com/Citizens/default.aspx> or watching it live on the City's Facebook Page www.facebook.com/cityofhealdsburg.

To Participate in the Meeting and Submit Public Comment as Part of the Zoom Webinar:

To join by computer, tablet, or mobile device:

1. Go to <https://zoom.us/join> and type in the Webinar ID: 858 4261 0004 or follow this link: <https://cityofhealdsburg-org.zoom.us/j/85842610004> (Pre-registration for the meeting is not required.)
2. Fill in your full name, verify you are not a robot (if required), and click “Join”.
3. If the meeting host has started the Webinar, you should join automatically. If the meeting host has not started the Webinar, remain in the Webinar and it will start shortly.

To join by phone:

1. Dial 669-900-9128 or 253-215-8782 or 346-248-7799.
2. Enter the meeting ID: 858 4261 0004 and press # #.
3. If the meeting host has started the meeting, you should join automatically. If the meeting host has not started the meeting, remain in the meeting and it will start shortly.

To Submit Public Comment

By computer, tablet, or mobile device:

1. In the bottom center of the screen is a hand icon, click on “Raise Hand”. The hand icon will place you in line to speak.
2. When it is your turn to comment, the meeting moderator will call upon you to comment. State your first name, last name, address, and comment.

SB 343 - DOCUMENTS RELATED TO OPEN SESSION AGENDAS: Any writings or documents provided to a majority of the City Parks and Recreation Commission regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure, will be made available for public review in the Parks and Recreation Office located at 1557 Healdsburg Avenue during normal business hours. If supplemental materials are made available to the members of the Commission at the meeting, a copy will be available for public review at the Parks and Recreation Office located at 1557 Healdsburg Avenue, Healdsburg, CA 95448. These writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by the Americans with Disabilities Act.

3. When you are done commenting, please remember to lower hand.

By phone:

1. Press *9 to raise your hand.
2. When it is your turn to comment, the meeting moderator will call the last four digits of your phone number. Press *6 to speak at that time. State your first name, last name, address, and comment. You will have three minutes to make your comment.
3. At the conclusion of your comments or when three minutes has passed, the meeting host will remove your ability to talk.

If you have any questions, please email communityservices@cityofhealdsburg.org.

Americans with Disabilities Act Accommodations

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Any member of the public who needs accommodations should email Community Services at communityservices@cityofhealdsburg.org or call 707-431-3301. Staff will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the city procedure for resolving reasonable accommodation requests. All reasonable accommodations offered will be listed on the city website at <https://www.ci.healdsburg.ca.us/406/ada---public-accessibility>.

Agenda

1. CALL TO ORDER
 - a) Roll Call and Welcome New Commissioners
 - b) Pledge of Allegiance
 - c) Changes (Deletions) from Agenda
 - d) Approval of Minutes (January 2022)
2. CITY COUNCIL LIAISON REPORT
City Council Liaison Osvaldo "Ozzy" Jimenez.
3. ANNOUNCEMENTS AND PRESENTATIONS
 - a) Fiscal Year 2022-2024 Budget, Administrative Services Director Andrew Sturmfels
Receive an update on the budget process including an overview of long range fiscal planning and community engagement opportunities.
4. PUBLIC COMMENT ON NON AGENDA ITEMS
This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to Commission business. Pursuant to the Brown Act, however, the Commission cannot consider any issues or act on any requests during this comment period.
5. OLD BUSINESS
 - a) Commission Goals and Committee Updates (presentation only – no staff report)

6. NEW BUSINESS
 - a) COVID-19 Guidance Changes and Active Adult & Senior Services (presentation only – no staff report)
7. INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES (*Staff, Information Only*)
8. COMMISSION REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING
9. ADJOURNMENT

Commission Members

Cindi Brown (Term Expires 1/1/24)
Jane Farkas (Term Expires 1/1/25)
Mary Fitzgerald (Term Expires 1/1/23)
Dave Hoppes, Vice Chair (Term Expires 1/1/23)
Donna O'Brien (Term Expires 1/1/24)
Pamela Taeuffer (Term Expires 1/1/24)
Don Taylor (Term Expires 1/1/25)

**CITY OF HEALDSBURG
SENIOR CITIZENS ADVISORY COMMISSION
REGULAR MEETING MINUTES
VIA TELECONFERENCE**

**January 26, 2022
City Hall Council Chambers
401 Grove Street, Healdsburg, CA 95448**

Vicechair Hoppes called the Senior Citizen Advisory Commission regular meeting to order at 4:03 P.M.

1. CALL TO ORDER

1.a. Roll Call

Present Commissioners: Brown, Farkas, Fitzgerald, Hoppes, O'Brien, and Taylor

Absent Commissioners: Taeuffer

Staff Present: Active Adult and Senior Services Supervisor Grant, Community Services Director Themig, Office Assistant Salas, Recreation Coordinator Buenrostro, and Recreation Manager Jahns

Director Themig introduced and welcomed Don Taylor as a new Senior Citizens Advisory Commissioner. He has lived in Healdsburg for the past five years and will be retiring soon. He is a service-disabled veteran and is glad to be serving on the Commission.

1.b. Pledge of Allegiance

1.c. Changes (Deletions) from Agenda

None

1.d. Approval of Minutes

On a motion by Commissioner O' Brien, seconded by Commissioner Brown approved the December 15, 2021, special minutes as presented. Motion made on a voice vote. (Ayes – 6, Noes – 0, Absent – Taeuffer)

2. ELECTION OF 2022 CHAIR AND VICE CHAIR

Vicechair Hoppes volunteered to serve as Chair on the commission for the remainder of his term. Commissioner Taylor, seconded by Commissioner Farkas made a motion to accept Hoppes' proposal to serve as Chair for 2022. Hoppes nominated Commissioner Fitzgerald as Vicechair,

she declined. Fitzgerald, seconded by Hoppes made a motion to nominate Commissioner O'Brien to serve as Vicechair for 2022. O'Brien accepted the role. (Ayes – 6, Noes – 0, Absent – Taeuffer)

3. CITY COUNCIL LIAISON REPORT

City Council Liaison Osvaldo "Ozzy" Jimenez

Themig shared that Osvaldo "Ozzy" Jimenez would be the Senior Citizens Advisory Commission City Council Liaison for 2022 and might not be available for the meeting. Fitzgerald commented she is very happy to see Jimenez as the liaison; O'Brien said he requested that role and she respects him for that decision.

4. ANNOUNCEMENTS AND PRESENTATIONS

4.a Enso Village Presentation

Active Adult and Senior Services Supervisor Grant introduced Steve Bailey and Susan O'Connell who presented information regarding the Zen Center and the Enso Village partnership. The Enso Village Project will allow seniors to age in place in Healdsburg.

Susan O'Connell is the Spiritual Director for the Zen Center in San Francisco and Steve Bailey is from the Kendal Corporation. Kendal is a Quaker based non-profit corporation that has been operating for fifty years providing housing and services for seniors. The partnership is based on Quaker and Zen values; it is mission driven and focused on mindful aging, contemplative care, and environmental stewardship. The project will have two-hundred and twenty-one units that will consist of independent, assisted and memory care options. A diagram was shared of the site plan which includes living, event, and housing elements. The site will include a teaching kitchen, a vegetarian bistro, garden areas, pool, meditation room, and fitness studio. In addition, some areas will be open to community members. The site is expected to open in October 2023.

O'Brien thanked them for the presentation and inquired whether the site has low-income units. O'Connell replied that the site has 20 low-income units which will be for the Zen teachers, and 10 moderate-income units. Taylor inquired about the resale of those units, Bailey replied it is not an ownership, it is a CCRC which is a life plan community. Fitzgerald is excited about the project coming to Healdsburg and hopes that some of the programs like yoga, meditation, and Zen will be open to the public. O'Connell shared they are hoping to have a membership program that will allow the public access to amenities and be able to access the spiritual opportunities. Grant is excited about the project and would like to see how they can collaborate and provide intergenerational opportunities for the community.

Valerie White looks forward to having this site in the community and allowing community members to participate in their offerings. She inquired about the number of units available other than the independent units and if the low-income units would be available to residents once there is resident turnover in those units. O'Connell responded that the low-income units would remain available only to Zen teachers; there are 30 assisted living and 24 memory care units. White inquired if the city was aware that the low-income units would never be available to the general

public, Bailey responded it was part of the agreement. Staff thanked the guests for their presentation.

5. PUBLIC COMMENT ON NON-AGENDA ITEMS

This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to Commission business. Pursuant to the Brown Act, however, the Commission cannot consider any issues or act on any request during this comment period.

None

6. OLD BUSINESS

6.a. 2022 Commission Goals and Committee Assignments

Review and adopt 2022 Commission goals and make committee assignments

Recreation Manager Jahns shared that at the previous meeting the group spoke about potential goals for 2022. He spoke about how these have historically been created and that they typically focus on policies, projects, and long-term vision. Preliminary goals, proposed timelines, and ad-hoc assignments were discussed.

- Nutrition – *Brown, Farkas, Hoppes*
 - February – Evaluate Dining and Funding Options
 - April – Launch a Pilot Program
 - October – Evaluate Pilot and Determine the Future
- Age-Friendly Community – *Farkas, Fitzgerald, O'Brien,*
 - February – Kick-off Action Plan Meeting
 - March – Community Engagement
 - June – Assemble Draft Action Plan
 - August – Commission Review
 - September – Submit Action Plan to AARP and WHO
- Intergenerational Programming – *Taeuffer (tentatively)*
 - April – Review Current Offering and Identify Partners
 - May – Community Partner Meeting
 - June – Develop Framework and Resources Needed
 - September – Implementation with Start of 22-23 School Year
- Commission Engagement and Communication – *O'Brien, Taylor*
 - February – Review Current Communication and Identify Opportunities
 - March – Joint Discussion with Commissions and Council Liaisons
 - April – Community Outreach and Education
- Latinx Outreach & Inclusion – *Fitzgerald, Hoppes*
 - March – Review Current Communication and Identify Community Partners

- April – Community Stakeholder Meetings
- Future – Next Steps TBD by Community Feedback

- Funding Strategies – *Brown, Hoppes, Taylor*
 - March– Review Funding Opportunities
 - April – Develop List of Potential Projects
 - July – Define Long-Term Plan and Fundraising Strategies

Farkas shared she is passionate about seeing the Bistro Program return. She asked if there is a staff member for the city that could assist with communication and community engagement. Jahns replied that the City Manager’s office has a Public Relations position which is currently vacant, and staff will work closely with that staff member once they are onboard. Fitzgerald suggested inviting the Corazon Healdsburg CEO to learn about the commission and having them do a presentation to see how they can collaborate.

The Commission unanimously approved the goals and subcommittee assignments as presented. The action was taken on a voice vote. (Ayes – 6, Noes – 0, Absent – Taeuffer)

7. NEW BUSINESS

7.a. Fiscal Year 2022-2024 Budget Process

Receive an overview of the Fiscal Year 2022- 2024 Budget Process and then discuss the Commission’s involvement.

Themig provided background information the biannual budget process and spoke about the Operating and Capital Improvement Program budgets. He briefly spoke about the general fund and other city funds. The Community Services fund is not included in the general fund and is funded by ten percent of the Transient Occupancy Tax (TOT). The fund supports all Community Services Program areas. Fitzgerald emphasized that the department made major cuts due to the pandemic and asked if those were reinstated. Themig responded that most of those cuts were restored which was a positive impact from Montage opening.

Fitzgerald inquired if the childcare program would be able to be restored; Themig replied that staff is working on the similar fee structure to continue to allow families to send their children to camp. Staff is optimistic that the numbers are heading the right direction. Staff has a desire to talk about the department’s reserves due to the instability of the TOT revenue source. Farkas asked if the Bistro Program was included in the budget. Themig replied that a pilot program will help figure out what the program may cost, and then collaboratively work on seeking funding which is currently not included in the budget.

Staff spoke about several of the projects under the Capital Improvement Program which total about \$14M through FY23. Staff will begin the budget process on February 1st, and this year the community will be able to provide feedback. More information will be available on February 23rd and the budget would be finalized between April and June.

8. INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES
(Staff, Information Only)

Grant spoke about the current in-person programming both indoors, outdoors, and virtual classes at the Senior Center. A bilingual edition of the monthly newsletter will be available to the Latinx community for February. A Friendly drive-thru event will be held February 10th. The Dinner Club will meet in person at the end of February. Members are submitting requests for bus trips and ideas for programs.

Recreation Coordinator Buenrostro is looking forward to helping with outreach with the Latinx community and informing the community of the services that are available. O' Brien thanked them for their job and shared that there are volunteer openings at the Center. In addition, she requested that the SCAC members receive the monthly newsletter.

9. COMMISSION REPORTS ON MATTERS OF INTEREST OCURRING SINCE PREVIOUS REGULAR MEETING (Commission, Information Only)

None

10. ADJOURNMENT

Commissioner O'Brien, seconded by Commissioner Fitzgerald made a motion to adjourn the regular meeting at 5:53 P.M.

APPROVED:

ATTEST:

Dave Hoppes
Chairperson

Mark Themig,
Community Services Director



HEALDSBURG SENIOR CITIZENS ADVISORY COMMISSION 2022 Goals and Committee Assignments

1. **Nutrition (Committee: Brown, Farkas, Hoppes)**

Evaluate options for an on-site dining program that ensures our older adult community has access to nutritious food options throughout the year.

February: Evaluate Congregate Dining Opportunities and Funding Options

April: Launch Pilot Dining Program

October: Evaluate Pilot Program and Determine Future for Long-Term program

2. **Age-Friendly Community (Committee: Farkas, Fitzgerald, O'Brien)**

Create a task force to develop the Age-Friendly Action Plan and implement age-friendly concepts across sectors of the community.

February: Action Plan Kick-Off Meeting

March: Community Engagement

June: Assemble Draft Action Plan

August: Commission Review

September: Submit Action Plan to AARP and WHO

3. **Intergenerational Programming (Committee: TBD)**

Determine opportunities to create inclusive intergenerational programming including working with schools, City programs, civic groups, and other organizations.

April: Review Current Offerings and Identify New Partners and Opportunities

May: Community Partner Meeting

June: Develop Framework and Resources Needed

September: Implement With Start of 22-23 School Year

4. **Commission Engagement and Communication (Committee: O'Brien, Taylor)**

Develop a strategy to increase the community's awareness and participation with the Senior Citizens Advisory Commission.

February: Review Current Communication and Identify New Outreach Opportunities

March: Joint Discussion with Commission and Council Liaisons

Future: Community Outreach & Education

5. **Latinx Outreach & Inclusion (Committee: Fitzgerald, Hoppes)**

Work with community partners to identify opportunities to better engage the Latinx population in programs, events, and services.

March: Review Current Communication and Identify Potential Community Partners

April: Community Stakeholder Meeting

Future: Next Steps to be Determined by Community Feedback

6. **Funding Strategies (Committee: Brown, Hoppes, Taylor)**

Explore long-term funding opportunities to support Senior Center members and older adult community.

March: Review Funding Opportunities Including Future TOT, Endowment Fund, Other Sources

April: Develop List of Potential Projects

July: Define Long-Term Plan and Sustainable Fundraising Strategies

September: Commission Review

(Adopted 1.26.22)